

VILLAGE OF GRAFTON

JOINT LIBRARY BOARD MEETING MINUTES

January 28, 2013

(Unapproved)

President Harry Rollings called the Joint Library Board meeting to order at 6:34 p.m.

Members Present: Harry Rollings, Susan Hoffman, Supervisor Karron Stockwell, and Trustee Lisa Harbeck

Excused: Linda Steffens, Deb Gruenwald, and Judy Baer

Staff/Officials Present: Library Director John Hanson

MINUTES

Motion by Karron Stockwell, seconded by Trustee Lisa Harbeck, to approve the November 26, 2012 minutes, as presented. Approved Unanimously.

AUTHORIZATION OF DISBURSEMENTS

Director Hanson noted the magazine subscription and receipt printer invoices. All other expenses were routine.

Motion by Trustee Lisa Harbeck, seconded by Supervisor Stockwell, to authorize payment of the library disbursements. Approved unanimously.

FINANCIAL REPORT

Director Hanson reported that the December 2012 financial report was not included because it has not been updated. Also noted were some errors in the January 2013 financial report.

LIBRARY DONOR FUND

Purchases and deposits were noted.

CURRENT LIBRARY EVENTS

Deb Paschke participated in an "Emotional Intelligence in the Workplace" webinar on November 28.

A Rain Garden display is being kept at the library during December and January. It is on loan from UW-Extension.

Mary Jo Hansen participated in the webinar "10 Ways to Increase Your Impact Without Increasing Your Workload" on January 16.

Judy Jones attended a Summer Reading Program workshop on January 18. It was held at the Mukwonago Library.

A “Squeaky Mouse Fun” family story time was held Saturday, January 19. On Saturday, January 26, the movie “Ice Age: Continental Drift” was shown.

Douglas Holt held a book signing and question and answer session on January 26. Douglas wrote “Lucky Dog: The Experiences of one Member of the U.S. Army Corps during World War II.”

Director Hanson will be visiting Madison on February 6 to meet with legislators about the County Library Tax. Discussions will be held regarding an alternative method to the current County Library Tax formula.

A “Wisconsin Medicinal Herbs” program will be held on February 12.

Judy Jones has been researching autism-related services. We are planning to introduce programs that will serve our youth customers who have autism-spectrum disorder.

BENCHMARK MEASUREMENTS

Year end benchmarks were discussed. Circulation has decreased 4.9 percent. Program attendance has increased 17.7 percent. Computer use is down by approximately 8.1 percent.

APPROVE HIRING A REFERENCE LIBRARIAN

Discussion was held regarding hiring a Reference Librarian since the current Reference Librarian will be retiring. Motion by Susan Hoffman, seconded by Supervisor Karron Stockwell, to authorize the Library Director to hire a Reference Librarian. Approved unanimously.

CONVENE TO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85(1)(C) FOR PERSONNEL MATTERS (EMPLOYEE CLASSIFICATION AND COMPENSATION REVIEW)

Motion by Supervisor Karron Stockwell, Seconded by Trustee Lisa Harbeck, to convene to closed session at 7:20 p.m. Approved by Roll Call Vote.

During the closed session of 30 minutes, the Library Board discussed the performance evaluation of the Library Director.

RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS

Motion by Trustee Lisa Harbeck, seconded by Susan Hoffman, to re-convene to open session and the regular order of business at 7:50 p.m. Approved by Roll Call Vote.

ADJOURN

Motion by Trustee Lisa Harbeck, seconded by Susan Hoffman, to adjourn the meeting at 8:00 p.m. Approved Unanimously.